Subject: Aviation Cadet Recruitment for the Army Air Forces

To: All CAP Unit Commanders

- l. Civil Air Patrol has been asked to place the facilities of its organization behind the recruitment of aviation cadets now needed in large numbers by the Army Air Forces for air crew training as pilots, bombardiers, and navigators. This is the first large-scale assignment which has come to CAP since its transfer to the War Department and it is as important a job as we ever have done. Immediate action is requested.
- 2. First read the attached pamphlet on aviation cadet training and note that young men from 18 to 26 inclusive may apply through voluntary induction while those who are 17 may apply for enlistment in the Air Corps enlisted reserve, provided they meet the high physical and mental standards.
- 3. Our job is simply to get as many qualified men as possible to apply for examination by an Aviation Cadet Examining Board. Attached is a list of the addresses of these Boards throughout the country.
- 4. Each Wing Commander will coordinate CAP's recruitment program in his State. He should get in immediate touch with the Air Liaison Officer attached to the Service Command; then with all the Examining Boards in his State or, if necessary with those in neighboring States which may be in closer proximity to some of his Squadrons. Tell the Boards where the CAP units are located and advise readiness to follow instructions of the Boards.
- 5. Familiarize every CAP member and CAP cadet with the requirements so they can tell the story to young men of their acquaintance. In cities where Boards are established, work directly with them. In other cities, make it known that the local CAP unit will interview prospective candidates and give them advice. CAP Medical Officers and local doctors can help by checking physical requirements to weed out those who cannot qualify so the Boards will not be burdened with applicants they will have to turn down. Help may be given both in correcting physical defects and in preparing candidates for the mental tests. Find out how the Boards work so that the candidates can go at the proper times.
- 6. Intelligence Officers may place news stories in the local papers and get the help of local concerns in placing institutional advertising or radio announcements which will tell the young men where to go for advice -- to the Examining Board or to the local CAP. Each unit commander will see that his Intelligence Officer does this. If the officer is temporarily absent, appoint a deputy. If he is inactive, replace him by someone who will do the work. Aerial exhibitions and field events may be helpful in attracting applicants. But first survey the lists of CAP members and cadets within the required ages.
- 7. Units in the metropolitan areas are cautioned against attracting more applicants than local CAP offices can handle. Conduct the program in such a way that it can be terminated when the Boards with which you are working have enough applicants. Keep an accurate count on all applicants interviewed. Watch the weekly CAP Bulletin for further instructions.

EARIE L. JOHNSON
National Commander

Under separate cover: Pamphlet and list of Examining Boards